



Small Business Reference Center

Description: Small Business Reference Center (SBRC) is an online database containing information and resources of interest to entrepreneurs, small business owners, and other business professionals. All aspects of starting and running a small business are covered, including writing a business plan, startup financing, managing employees, marketing, strategic planning, managing tax and legal liability, and more.

Audience: Small business owners; individuals interested in starting a home- or internet-based business; independent contractors and consultants; college and high school business students (DECA, FBLA, and Junior Achievement participants); chambers of commerce and economic development professionals.

Content: Nearly 400 full-text periodicals; 450+ full-text reference books (including 70 Nolo guides); industry and market research reports; 600+ videos; small business start-up guides from all 50 states; sample business plans and forms.

Basic / Advanced Search: SBRC offers a basic keyword search option at the top of the home page, along with a link to an Advanced Search screen, which supports searching for different information in different fields at the same time. Basic and advanced search options work best when users are looking for something very specific, like information on a particular company (e.g. Netflix) or articles on a particular topic (e.g. 3D Printing) in a particular magazine (e.g. *Inc.*).

Browse by Category: When users are looking for practical background information on a general business topic, the “Browse by Category” section of the SBRC home page often works best. “Browse by Category” features four broad categories: Business Areas, Industry Information by Small Business Type, Business Basics, and Start-Up Kit & Business Plans.



Clicking on the **Business Areas** category retrieves a list of 16 areas: Accounting; Business & the Internet; Buying a Business; Closing a Business; Employees; Expanding a Business; Financing a Business; Going Green; Legal Issues; Management & Leadership Topics;

Marketing & Public Relations; Operations; Planning & Starting a Business; Sales; Starting & Managing a Nonprofit; Selling a Business.

Clicking on a specific business area, like “Accounting,” retrieves a list of subtopics within that area. Clicking on a subtopic, like “Accounting Methods,” retrieves a result list consisting of articles, book chapters, and other sources of information on the subtopic.

The screenshot shows two panels under the 'Browse by Category' header. The left panel, 'Business Areas', lists categories like 'Accounting', 'Business & the Internet', 'Buying a Business', 'Closing a Business', 'Employees', and 'Expanding a Business'. The 'Accounting' category is highlighted with a red box. A red arrow points from this box to the 'Accounting' category in the right panel. The right panel, 'Accounting', lists subtopics like 'Accounting Methods', 'Accounting Standards', 'Accounts Payables', 'Accounts Receivables', 'Accounting Services', and 'Auditing'. The 'Accounting Methods' subtopic is highlighted with a red box. A red arrow points from this box to the search results panel below.

Refine Results

Current Search: Accounting Methods

Limit To: 1993 - 2015

Source Types: All Results (58), Magazines (58), Books (6)

Search Results: 1 - 10 of 190

1. **Changing Method of Accounting to Comply With New Retail-Inventory Method Regulations.**
By: Mora, Kristine M. Tax Adviser. Jan2015, Vol. 46 Issue 1, p27-28. 2p.
PDF Full Text (1.4MB)
2. **Accounting Method Change Procedures Under the Tangible Property Regs.**
By: Schreiber, Sally P. Tax Adviser. May2014, Vol. 45 Issue 5, p306-307. 2p.
PDF Full Text (1.9MB)
3. **Repair Regs. Accounting Method Change Guidance Issued.**
By: Nevius, Alistair M. Tax Adviser. Apr2014, Vol. 45 Issue 4, p226-227. 2p.
PDF Full Text (1.9MB)

Clicking on the **Industry Information by Small Business Type** category retrieves a list of over 70 small business types. Clicking on a small business type, like “Bakeries,” retrieves links to Articles and Industry Information. Clicking on the “Articles” link, not surprisingly, retrieves a result list of articles on industry-related topics, whereas clicking on the “Industry Information” link retrieves a result list of industry and market research reports.

The screenshot shows two panels under the 'Browse by Category' header. The left panel, 'Industry Information by Small Business Type', lists categories like 'Advertising Agency', 'Antiquities & Collectibles', 'Architectural Services', 'Art/Graphic Design/Photography', 'Automobile Dealers & Repair', and 'Bakeries'. The 'Bakeries' category is highlighted with a red box. A red arrow points from this box to the 'Bakeries' category in the right panel. The right panel, 'Bakeries', lists subtopics like 'Articles' and 'Industry Information'. The 'Industry Information' subtopic is highlighted with a red box. A red arrow points from this box to the search results panel below.

Refine Results

Current Search: Industry Information

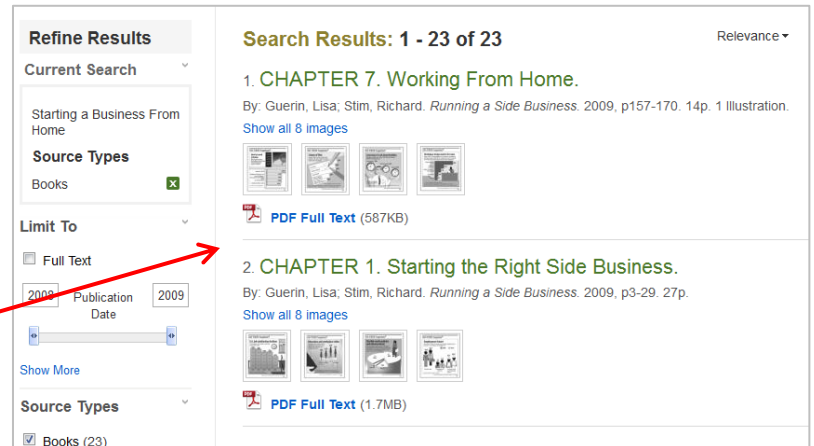
Source Types: Reports (3)

Limit To: 2010 - 2015

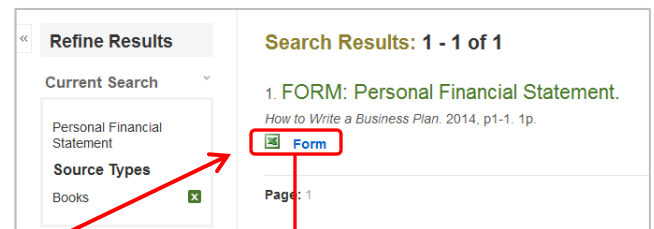
Search Results: 1 - 10 of 563

1. **LARGEST BAKERY CAFE CHAINS.**
Restaurant, Food & Beverage Market Research Handbook. 2014/2015, Vol. 15, p228-228. 1p.
PDF Full Text (400KB)
2. **SELECTIONS: BON APPÉTIT.**
Restaurant, Food & Beverage Market Research Handbook. 2014/2015, Vol. 15, p578-581. 4p.
PDF Full Text (1.5MB)
3. **APPENDIX A ACADEMIC PROGRAMS.**
Restaurant, Food & Beverage Market Research Handbook. 2014/2015, Vol. 15, p684-689. 6p.
PDF Full Text (3.3MB)

Clicking on the **Business Basics** category retrieves a list of 18 subcategories, ranging from starting a business and hiring the first employees to tax deductions and working with difficult people. Clicking on a subcategory, like “Starting a Business From Home,” retrieves a result list of source material on the topic. While some of these subcategories, like “Reacting to a Changing Market,” lead to articles, forms, reports, and more, much of the content linked to from the Business Basics area is derived from books.



Finally, clicking on the **Start-Up Kit & Business Plans** category retrieves a list of eight subcategory links you can follow to access a *Small Business Start-Up Kit*, a guide on how to write a business plan, sample business plans, and Excel financial forms you can download for personal use.



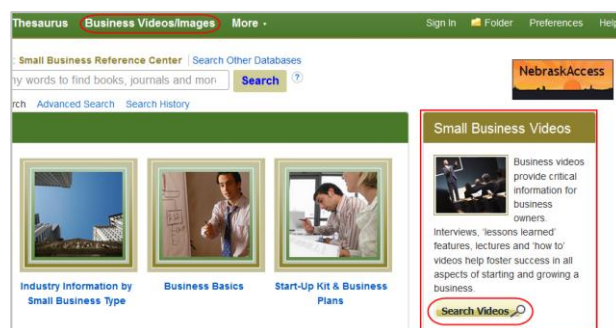
P263	A	B	C	D
223	FEDERAL AND STATE INCOME TAXES			
224	Description			Annual Payment
225	1			
226	2			
227		Total Income Taxes		\$ -
228				
229	OTHER LOAN PAYMENTS			
230	Creditor			Annual Payment
231	1			
232	2			
233	3			
234		Total Other Loan Payments		\$ -
235				
236	INSURANCE PREMIUMS			
237	Insurance Company	Type of Policy		Annual Payment
238	1			
239	2			
240	3			
241		Total Insurance Premiums		\$ -
242				
243	LIVING EXPENSES			
244	Description			Annual Payment
245	1			
246	2			
247	3			
248		Total Living Expenses		\$ -
249				
250	OTHER EXPENSES			
251	Description			Annual Payment
252	1			
253	2			
254	3			
255		Total Other Expenses		\$ -
256				
257				
258	TOTAL ANNUAL EXPENSES			\$ -
259				

Browse Popular Sources: The “Browse Popular Sources” section of the SBRC home page features a colorful carousel that allows users to scroll through cover images of 30 popular Nolo reference guides included in the database. Clicking on a cover image will open the book in the PDF Full Text Viewer.



While the carousel is an eye-catching way to quickly engage users, it's important to keep in mind that it provides access to only a small percentage of the full text content included in the database.

Small Business Videos: SBRC includes 57 *Harvard Business School Faculty Seminar Series* videos, with PDF full text transcripts, 191 *Vator.tv Lessons Learned* videos, and 390 *Vator.tv Interviews* videos. Videos are provided in Flash format. Videos do not appear in standard search results. To search for videos click on the “Business Videos/Images” link on the green bar at the top of the screen or click on the “Search Videos” link in the “Small Business Videos” box on the right side of the SBRC home page.



Start-Up Information: Finally, SBRC includes Small Business Start-Up Guides for all 50 states and the District of Columbia. Each guide contains demographic data, information on taxes and incentives, potential financing opportunities, information on any required licenses or permits, links to small business support and development organizations, as well as information on each state's fastest growing cities and counties. To access the guide for your state, click on the “Browse By State” link in the “Start-Up Information” box on the right side of the SBRC home page. Click on the link to your state to access its Small Business Start-Up Guide.

